

FENSTANTON PARISH COUNCIL

Meeting Minutes General Purposes

held at the Church Centre, Fenstanton

on Thursday 29th January 2026 at 19.00

Present: Cllr M Collison (Vice), Cllr M Hewitt, Cllr H Howatt, Cllr S King Cllr M Tandy and Cllr T Yates (Chair)
In attendance: Clerk Sarah Barber and Assistant Clerk Ali Watchman.

Minutes

GP25/26-38 To **receive any apologies of absence and any declarations of interest.**

Comments and observations from members of the public (NB: comments should be relevant to items on this agenda only).

Apologies – none.

Declarations of interest -Cllr M Tandy item 48
Cllrs S King and T Yates item 46

GP25/26-39 **To approve the minutes of the GP meeting held on Thursday 25th September 2025.**

Cllr M Hewitt Proposed the minutes were a true record of the meeting held on Thursday 25th September 2025, Cllr M Tandy requested change from Matt to Cllr Tandy on item 32. **Cllr M Tandy 2nd. All in favour. RESOLVED minutes approved following change to item 32.**

Action – amend item 32, re print for signing at March GPC meeting.

GP25/26-40 **Discuss requests from residents requesting waste bins to go near the bench on Chequers Close, next to the bench by URC and Crest Drive.**

Costs of approximately £280–£300 per bin and £240–£250 annual emptying were considered, with collection charges to be confirmed. Site visits will be undertaken to assess locations and confirm costs, and a wider review of bin provision will be included on the March GPC agenda. The decision was deferred to the next GPC meeting.

Cllr M Hewitt Proposed costs and locations to be taken to March GPC meeting for final decision. **Cllr S King 2nd. All in favour. RESOLVED taken to next GPC meeting.**

Actions-

- **Clerk with Cllr T Yates and Assistant to note where bins are currently and potential sites.**
- **Collect prices and prepare documentation/photos.**
- **Add to March GPC agenda. Including costs and possibly relocation.**

GP25/26-41 **Discuss and decide if PC should apply for Woodland Trust Community Tree Packs.**

Cllr T Yates Proposed the Parish Council agrees to the Clerk investigating further and applying for some tree packs. **Cllr M Hewitt 2nd. All in favour. RESOLVED to investigate further and apply.**

- **Actions Councillors to send possible locations and grid references for planting to the Clerk within a week**
- **Clerk to make contact with Woodland Trust for program details and timeline.**
- **Clerk to communicate with local school and other groups for potential coordinated applications.**

GP25/26-42 **Discuss bench to be donated by the family in memory of Jeremy Peter Schonfeldt – if agreed, investigate site location.**

Cllr T Yates Proposed a survey of current and possible bench locations, reply to family with

mapped options for areas with lower bench density. **Cllr H Howatt 2nd. All in favour. RESOLVED to conduct survey for best locations.**

Actions - Site survey of current and possible bench locations.

- **Establish/maintain a register for all benches and their sponsors.**
- **Communicate with families.**

GP25/26-43 **To discuss and decide on maintenance plan for the Old Orchard in 2026 and update findings regarding the Old Orchard following liaison with Hilton Community Gardens and Glebe Allotments.**

Cllr H Howatt contacted existing community gardens for funding and logistics advice, noting multiple sources were available, but a lease may be needed to secure, with an 8–10-person committee recommended. The garden could combine fruit trees, growing space, and a picnic area, though water supply may be an issue. Immediate maintenance involves grass cutting and tidying, and a tree survey is advised to ensure safety in the Orchard and the rest of the Parish.

Actions Cllr Howatt to share all community garden funding contacts/materials with the Clerk.

- **Cllrs Howatt & Collision to draft suggestions for community garden plan for review.**
- **Clerk to action initial grass cut and for a tree survey.**
- **Liaise with County/HDC for permissions and compliance checks regarding Section 106 land use**

GP25/26-44 **Update on Maintenance schedule for the year.**

Most winter work is now complete. It was noted that proactive maintenance reduces long-term costs and agreed on the need for improved record keeping, including maps, schedules and contractor liaison. **Cllr M Tandy Proposed** Cllr M Collison is formally thanked for his substantial work on maintenance. **Cllr S King 2nd. All in favour. RESOLVED Cllr Collison is formally thanked.**

- **Actions - Clerk/Assistant Clerk to confirm current maintenance status and outstanding items with contractors.**
- **Maintain & update a running schedule/checklist for maintenance schedules.**
- **Quarterly reporting on maintenance spend to be included into ongoing financial overview.**

GP25/26-45 **Agree on parishioner planting a fruit tree to replace the London Plane on Hall Green that required felling.**

The suitability of replanting a tree was discussed due to its proximity to drains It was noted that the land is owned by HDC and overlies sensitive infrastructure, including drains and gas mains, and that further planting should be deferred until drainage issues are fully investigated.
Cllr T Yates Proposed that drainage issues are fully investigated and a holding letter is sent to the parishioner. **Cllr H Howatt 2nd. All in favour. RESOLVED to defer planting and investigate further.**

Action - Clerk to send holding response to resident, noting that replacement tree planting is postponed until full drainage investigation is completed.

GP25/26-46 **Update Parish Council on repairing potholes down The Fen.**

Cllr M Hewitt Proposed the Clerk obtains a quotation and contact HDC and the Planning Dept before the Parish Council undertakes any work.. **Cllr S King 2nd. All in favour, RESOLVED to investigate further and obtain quotes.**

Actions - Potholes reported via HDC online reporting; contact relevant County Council and District Cllrs to apply pressure.

- **Get quotes for repair as contingency if Council will not repair.**

GP25/26-47 **Council to discuss approaching District/County Highways to engage on long-term solution for pothole and verge damage.**

Ongoing issues of parking and verge damage were reported, any long-term solution will require input from Highways. It was agreed that the Clerk will initiate discussions with District Highways to explore possible interventions, with the Parish Council to consider further action should the relevant authorities decline to act.

Actions - Clerk to contact Highways about verge damage and investigate regulations around curb installations/raising verges

GP25/26-48 **Discuss additional tree and verge works along Cambridge Road.**

Cllr S King Proposed the Parish Council addresses the overhanging trees and brambles along key sections of Cambridge Road, together with ditch clearance to improve drainage and visibility.

Cllr T Yates 2nd. 1 abstained. Remainder in favour. RESOLVED to do additional tree work before nesting season.

Actions - Clerk to contact HDC (ditch) and Highways (overhanging trees/brambles) for urgent action.

Agriplant authorised to proceed if authorities will not commit to quick action.

GP25/26-49 Update Council on Mick George acknowledgement plaque.

Action - clarification that a standard sign may already have been installed by Handyman, verify and confirm completion.

Meeting closed 21:29

Signed Tina Yates (Chair)…….